

VALE Executive Committee

Minutes of the July 23, 2003 Meeting

Present: J. Avrin, Bro. P. Chervenie, A. Ciliberti, J. Cohn, J. Crocker, M. Gaunt, J. Getaz, J. Lin Hunt, N. Madacsi, L. Ostar, D. Pinto, R. Sweeney

Guest: Angel Falcone, Rutgers University Library Intern

1. Marianne Gaunt convened the meeting and the May minutes were approved. There was no June meeting. She thanked outgoing committee member Judith Lin Hunt for her service and welcomed Nancy Madacsi to the committee.
2. Anne Ciliberti presented the budget report and advised that the remaining balance includes several pre-payments for FY04 databases. The August budget will reflect anticipated FY04 figures.
3. Gaunt introduced Angel Falcone, a SCILS graduate interning with her this summer. He is currently doing work on the draft of the VALE Annual Report.

A discussion of the Rutgers, UMDNJ and NJIT merger led Ciliberti to suggest inviting the merger committee chair to address the next Council meeting.

4. Gaunt noted that her term as Chair of the Executive Committee expired June 30th and recommended that a Nominating Committee be created. The Chair's responsibilities now include signing vendor license agreements since the elimination of the position of Executive Director last year. Judy Cohn suggested a Memorandum of Understanding to explain what it means for someone to sign licenses as a VALE representative. Something will be drafted for next month's meeting, possibly to be included in the bylaws, which would assign responsibility for signing licenses. Anne Ciliberti and David Pinto agreed to be on the nominating committee and will bring a slate and recommendations to the next meeting.
5. Judy Avrin distributed the new Executive Committee Roster.
6. Jane Crocker distributed the Reference Services White Paper that was written in response to the request for VALE's endorsement to QandANJ. The report summarizes the benefits of the service and in its Action Statement recommends that "the VALE Executive Committee endorse the QandANJ Virtual Reference Service as an effective service provider for interactive, online reference service and encourage participation by its academic members." Joan Getaz recommended and Anne Ciliberti seconded the motion to endorse QandANJ.
7. Joan Getaz reported on planning for the Users' Conference. Wednesday, January 7th is tentatively scheduled as the date. The committee is meeting July 28th at Robeson Library.

Getaz also reviewed the VALE Public Relations and Communications Plan draft that Pamela Price of Mercer County College prepared. It is the committee's mission to "promote VALE's resources, services, programs, and successes to VALE member

libraries, their personnel and users, as well as external agencies and organizations." Getaz suggested that a standing committee might not be the best approach but rather have a facilitator to coordinate or be on standby when a press release is needed. An annual or biannual assessment could be considered. A framework of guidelines for the committee will be put on next month's agenda.

8. Avrin distributed a current list of VALE databases and the number of institutions subscribing to each one. The three new databases offered this year all have at least ten subscribers each. She will post the list to the VALE listserv.

She also reported on the progress of changing VALE passwords for remote access. She has provided Dave Hoover a list of new passwords that he can set up to allow an overlap of old and new passwords for a short period of time. She also distributed a sheet with vendor contact information for changing vendor passwords. The committee agreed that libraries should contact vendors directly to change their passwords.

9. Bro. Paul Chervenie announced the Assessment Committee's survey results. The Director's survey had 21 respondents and the Librarian's survey had 55 respondents. Results will be posted in the Assessment Committee minutes. The committee discussed holding a conference to address assessment issues at the Rutgers Scholarly Communications Center at the end of October. Ciliberti will explore keynote speakers. A vendor panel discussion would follow. Gaunt requested that Bro. Paul prepare a budget.
10. Ciliberti reported that at the Finance Committee's June meeting they reviewed all the vendor licenses in reference to the VALE Preferred License Terms. Since then, vendors have incorporated requested terms.
11. The next meeting is scheduled for Wednesday, August 13th at 12:30.

Prepared by J. Avrin